



CITY OF SOUTH PASADENA

Public Works Department

1414 Mission Street - South Pasadena - CA. 91030

Phone (626) 403 7240 _ Fax (626) 403 7241

Email: publicworkspermits@southpasadenaca.gov

ENCROACHMENT / STREET USE PERMIT FOR SIDEWALK VENDING

Permit Number: _____

Permit Fees: Encroachment Basic: \$139.00

Surety Bond/Deposits: (as required) \$ _____

Mobile Food Vendor: _____

Address: _____

City: _____ State: _____ Zip: _____

Tele: _____ fax: _____

Contractor: _____

Address: _____

City: _____ State: _____ Zip: _____

Tele: _____ fax: _____

City Bus. Lic. No.: _____ County Lic. No.: _____

START: _____
(Date and Time)

END: _____
(Date and Time)

Location: _____

Description: _____

ENCROACHMENT PERMIT REQUIREMENTS

- 1.) The permit fee shall be paid in the amount and frequency established by the City's Fee Resolution. The maximum term of the permit shall be twelve (12) months.
- 2.) Only one table is allowed. No chairs, umbrellas, planters, decorative lighting or other items allowed.

- 3.) No materials allowed on grass area of the parkway, except in the case of a waste receptacle.
- 4.) All provisions of the American Disabilities Act (ADA) and Title 24 are to be complied with in full.
- 5.) No overnight materials allowed.
- 6.) A \$1,000,000 liability insurance policy naming the City of South Pasadena as the additional insured must be provided and current during permit dates.
- 7.) A copy of a California's driver's license or identification number, an individual taxpayer identification number, or a social security number.
- 8.) A copy of a valid Mobile Food Permit issued by the Los Angeles County Department of Public Health.
- 9.) A sidewalk vendor is prohibited from operating within five-hundred (500) feet of a permitted certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit for the duration of the permit.

By signing you are certifying that the information provided is true to his or her knowledge and belief. The applicant agrees to comply with all of the provisions of the South Pasadena Municipal Code Article VII.

Signed: _____ Name: _____

Date: _____

**** For Office Use Only ****

Approved or Denied (circle one) By: _____ Date: _____

Initial Inspection By: _____ Date: _____

Comments: _____

Final Inspection By: _____

Comments: _____